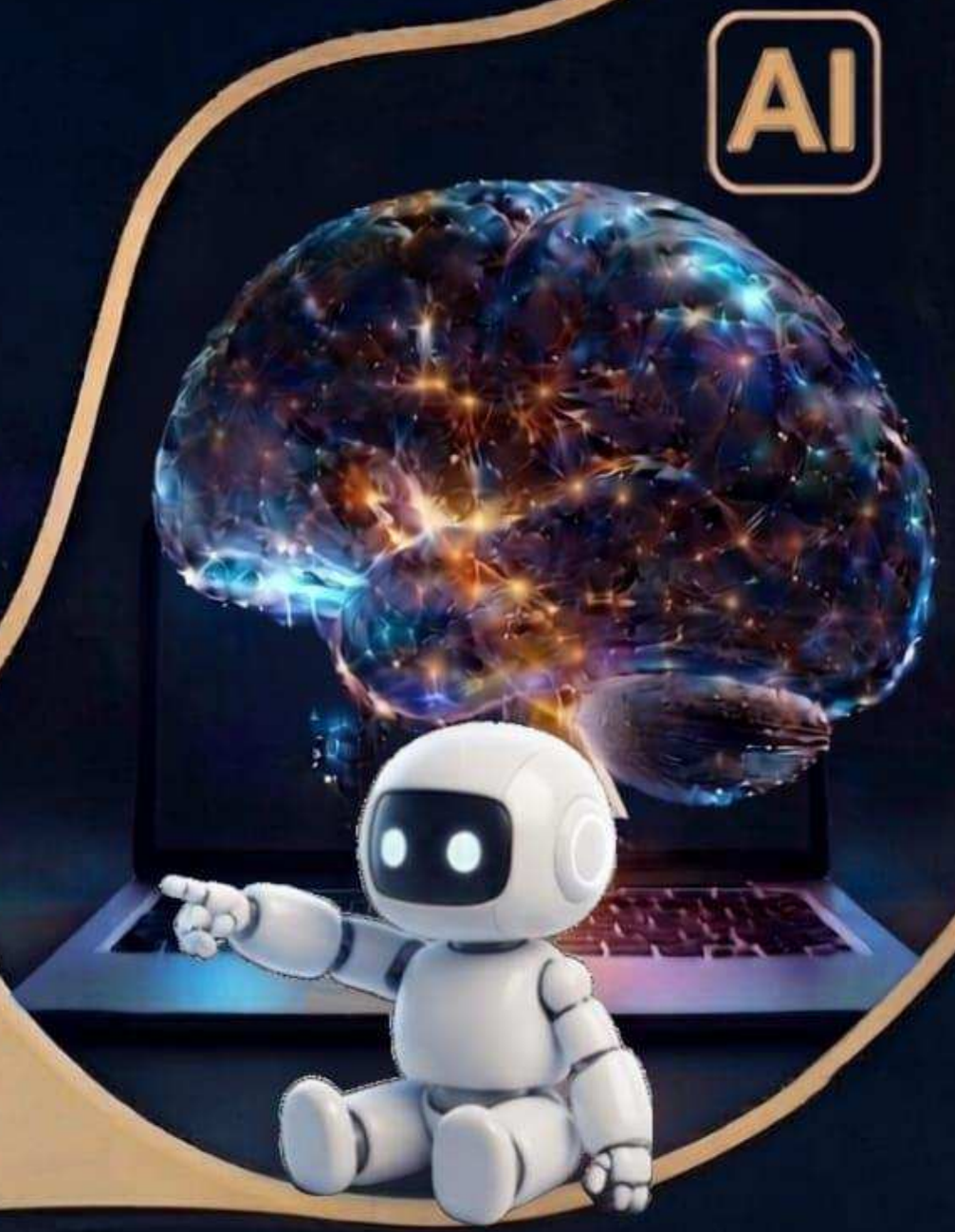
Lesson preparation book

ICT



4th primary

2026-2027

معلم تكنولوجيا .. معلم رقمي

D.M.RAZK موقع الدكتور محمد رزق معلم الكيمياء التعليمي

Teacher' s Biography

Name: .....

School: .....

The educational administration: .....

Qualification: .....

Teaching Subject: .....

Comprehensive School: .....

The school to which he is delegated: .....

Date of appointment: .....

The job is on the staff: .....

Teacher Code: .....

Mobile Number: .....

Teacher	Supervisor	School Principal
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D.M.RAZK موقع الدكتور محمد رزق معلم الكيمياء التعليمي

Daily class schedule

session / Day	First	Second	Third	Fourth	Fifth	Sixth	Seventh	Eightieth	Ninth
Saturday									
Sunday									
Monday									
Tuesday									
Wednesday									
Thursday									

session / Day	First	Second	Third	Fourth	Fifth	Sixth	Seventh	Eightieth	Ninth
Saturday									
Sunday									
Monday									
Tuesday									
Wednesday									
Thursday									

Teacher ……..

Supervisor ……..

School Principal ……..

D.M.RAZK موقع الدكتور محمد رزق معلم الكيمياء التعليمي

General Objectives of Information and Communication Technology Grade 4
Year ..... / .....

- **Developing** basic scientific thinking skills.
- **Collecting and displaying** data in an engaging manner.
- **Creating** websites and identifying their characteristics.
- **Developing** the student's appreciation for the role played by science and scientists.
- **Acquiring** concepts related to the principles of web page design.
- **Familiarization** with the Microsoft Office suite of programs.
- **Developing** the student's awareness of the importance of technological awareness and civilized communication.
- **Training** the student to work within a team through practicing computer techniques.
- **Raising** the students' awareness of the concept of information ethics and the rules of safe internet usage.
- **Providing** the student with an adequate amount of scientific knowledge and basic skills related to problem-solving methods.
- **Acquiring** the ability to use technical means, multimedia, and networks, employing them as tools to serve various academic fields and achieving integration with them.

Teacher	Supervisor	School Principal
.....	.....	.....

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Specific Objectives of Information and Communication Technology Grade 4
Year ……. / …….

- **Realizes** the importance of creating strong passwords.
- **Discusses** how technology is used in our daily lives.
- **Realizes** the importance of child-friendly search engines.
- **Describes** the risks and harms associated with the Internet.
- **Explains** various terms related to technology.
- **Identifies** the characteristics of reliable sources on the Internet.
- **Identifies** the digital means that can be used to present information.
- **Recognizes** some technological tools used in scientific economies.
- **Discusses** the problems faced at school or at home related to computers and electronics.
- **Indicates** the positive and societal impact of using information and communication technology tools.
- **Presents** information about a specific issue concerning students through collecting data, analyzing it, and representing it in graphs.

- **Explains** the definition of assistive technology.
- **Classifies** the different types of computers.
- **Discusses** the importance of the Internet.
- **Describes** the role of the Cybercrime Combating Department / Management.
- **Mentions** the stages of the history of technology and communications development.
- **Realizes** the importance of the operating system for a computer.
- **Identifies** the concept of input, output, and data.
- **Explains** the main processes related to operating systems and software.
- **Discusses** how technology improves the lives of people with disabilities (people of determination).
- **Explains** the basic components that make up a computer.
- **Discusses** ways to maintain security procedures while using the Internet.
- **Discusses** how to choose keywords to use in online searching.

Teacher ……

Supervisor ……

School Principal ……

D.M.RAZK موقع الدكتور محمد رزق معلم الكيمياء التعليمي

The study plan for the information and communication technology (ICT) curriculum for hrade four – Academic year 2026 - 2027

Teacher **Supervisor** **School Principal**

…… …… ……

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Grade	Class	Date	Period	Term	Lesson	Lesson Title
Four				First	One	Tools of scientific Exploration

Introduction / What technological tools can be used in scientific exploration?

Lesson Video Link

Lesson Objectives /

1- **Identify** some technological tools used in scientific exploration.
2- **Explain** concepts related to technology.
3- **Describe** how technology can be used in scientific exploration processes.

Skills, values and issues covered in the lesson	Teaching Aids	Assistive technology for integration students if available	Teaching strategies	SCIENTIFIC CONTENT	Educational activities	Classroom Performance	Homework
Learn to Know: Critical Thinking **Learn to Do:** Problem Solving **Scientific Values:** Appreciating Science and Scientists **Global Issues:** Increasing Technological Awareness	• Interactive / Electronic Whiteboard - Textbook • Illustrative Images - Educational Video • C4 Rover		▪ Brainstorming ▪ Dialogue and Discussion ▪ Cooperative Learning	**Scientists and explorers use many technological tools in surveying and scientific exploration processes.** **Technological Tools Used for Exploration Above the Earth's Surface** • **Satellites** • **Drones** • **Global Positioning System (GPS)** helps determine a geographical location and enables users **Technological Tools Used for Exploration Below the Earth's Surface** • **Ground Penetrating Radar (GPR):** Used to locate buried objects beneath the Earth's surface. • **Magnetometer:** A device that measures the magnetic field and can be used to search for metals beneath the Earth's surface. • **3D Ground Scanner:** Specially designed to search for buried treasures and metallic objects underground.	**Design** a presentation about one of the technological	**Use** the program to determine the geographical location of a tourist place you want to visit.	**Complete**: The Global Positioning System (GPS) helps determine _____.
Weekly Assessment	**Put ✓ or X :-** The Global Positioning System (GPS) is used to find the places you want to visit. ( ) **teacher's Signature**						

D.M.RAZK موقع الدكتور محمد رزق معلم الكيمياء التعليمي

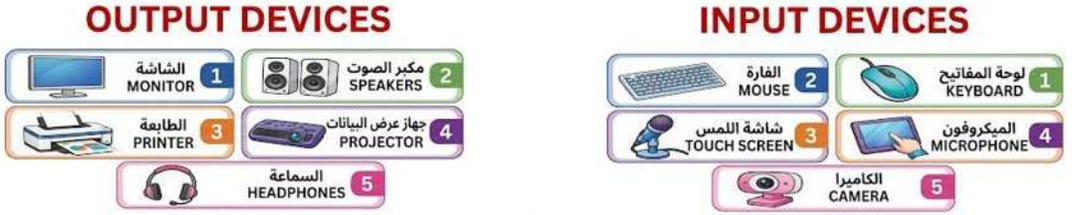
Grade	Class	Date	Period	Term	Lesson	Lesson Title
Four				First	Two	COMPUTER DEVICES AND THEIR COMPONENTS

Introduction / Have you ever used a computer?

Lesson Video Link

Lesson Objectives /

- **Distinguish** between input and output devices.
- **Distinguish** between data and information.
- **Classify** different types of computers.

Skills, values and issues covered in the lesson	Teaching Aids	Assistive technology for integration students if available	Teaching strategies	SCIENTIFIC CONTENT	Educational activities	Classroom Performance	Homework
Learn to Know: Perseverance **Learn to Do:** Cooperation **Learn to Live Together:** Digital Citizenship **Global Issues:** Technological Awareness	• Electronic Whiteboard - Textbook • Illustrative Images of Computer Components - Educational Video		☐ Brainstorming ☐ Dialogue and discussion ☐ cooperative learning	◀ **Computer:** is an electronic device that stores, processes and retrieves data. ◀**Uses of the computer: -** Practice Games. - Browsing the Internet. - Creating presentations and Writing ◀**Computer types: -** 1- Desktop device 2- Laptop computer 3- Tablet device 4-Touch devices ◀**Basic components of a computer: -** Computer components are divided into: **Hardware** and **Software** divided to:  **To use a computer,** you need: - A keyboard - A mouse or touch screen - A screen **You can** connect other devices to the computer, **such as** : speakers - camera – microphone **How Does a Computer Work?** Receives Data → Processes Data → Displays Results (Information)	**Design** a presentation that includes pictures of some devices used for people with special needs	**Using** the Internet, find a picture of one of the components of your computer.	Complete : **The keyboard is used to enter ..... information into the computer.**

Weekly Assessment — **Complete:** The……..is responsible for entering the data into your computer. **Teacher's Signature ……..**

D.M.RAZK موقع الدكتور محمد رزق معلم الكيمياء التعليمي

Grade	Class	Date	Period	Term	Lesson	Lesson Title
Four				First	Three	Operating Systems

Introduction / How does your computer communicate with you and execute your commands?

Lesson Video Link

Lesson Objectives /

- **Explain the main operations of operating systems and software.** - **Recognize the importance of software installed on a computer.**
- **Explain the importance of the Central Processing Unit (CPU).**

Skills, values and issues covered in the lesson	Teaching Aids	Assistive technology for integration students if available	Teaching strategies	SCIENTIFIC CONTENT	Educational activities	Classroom Performance	Homework
Learn to Know: Creativity Learn to Do: Communication Skills Learn to Live Together: Cooperation	Electronic board - Book - introductory video-presentation		☐ Dialogue and discussion ☐ cooperative learning ☐ brainstorming	Computers are used for playing games, taking notes, and browsing the Internet. **But how does this happen?** **Computer components are divided into:** **Hardware:** The physical parts that make up a computer. **Software:** Programs that help users perform the tasks they need. **Software is divided into:** - Applications / Programs - Operating Systems **Examples of Applications:** **powerpoint** Used for word processing and writing reports. **excel** Used for spreadsheets and calculations. **Microsoft word** Used for creating presentations. The **Operating System** is responsible for running the computer. It helps users open and operate different programs. **Example**: Windows **Central Processing Unit - CPU:** to process data **How Data Is Processed in Microsoft Word** 1. **Type** in Microsoft Word. 2. The operating system **sends** data to the CPU. 3. The CPU **processes** the data. 4. The operating system **receives** the information and displays it on the screen.	**Design** a presentation to write a sentence about the operating system used in the school device	**Using** the Internet, search for an image of a logo for an operating system	Complete : **The application ……. is one of the programs that allows you to browse the Internet**

Weekly Assessment	Put ✓ or X :- The operating system is not necessary for dealing with a computer ( ) Teacher's Signature……

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Grade	Class	Date	Period	Term	Lesson	Lesson Title
Four				First	Four	Assistive Technology

Introduction / How can technology help people of determination?

Lesson Video Link

Lesson Objectives /

- **Recognize** the concept of assistive technology. **-Discuss** the importance of technology in the lives of people with disabilities.
- **Suggest** a technological tool that could help improve other people's lives.

Skills, values and issues covered in the lesson	Teaching Aids	Assistive technology for integration students if available	Teaching strategies	SCIENTIFIC CONTENT	Educational activities	Classroom Performance	Homework
Learn to Know: Creativity Learn to Live Together: Empathy - Respecting Others Values of Coexistence: Respect – Tolerance - Acceptance of Others Globalization Issues: Discrimination Against People of Determination	Electronic board - Book - introductory video-presentation		☐ Dialogue and discussion ☐ brainstorming ☐ cooperative learning	▪ **Assistive Technology** Assistive technology refers to the devices and applications that help people of determination perform tasks they may find difficult in their daily lives. ▪ **Examples of Assistive Technology:** ▪ **Screen Magnification Software:** Programs that enlarge everything displayed on the computer screen, helping visually impaired people interact with the computer. ▪ **Alternative Communication Software:** Help people of determination communicate verbally and linguistically with others. Examples include programs that convert text into speech or speech into text. ▪ **Hearing Aids:** Help people with hearing problems. In modern versions, they can be connected to smartphones. ▪ **Adaptive Sports Equipment:** Special sports tools allow people of determination and hobbyists who have lost a limb to practice sports such as climbing.	Prepare a photo album about the most important assistive technology tools for people with disabilities	Using the Internet, search for assistive technology tools for people with disabilities	Complete: …. help visually impaired people interact

Weekly Assessment	Put ✓ or X :- Assistive technology helps people of determination live their daily lives. ( ) Teacher's Signature .....

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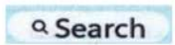
Grade	Class	Date	Period	Term	Lesson	Lesson Title
Four				First	Five	Common ICT problems and their solutions

Introduction / What are the problems associated with information and communication technology?
What did you face at school or at home?

Lesson Video Link

Lesson Objectives / 1- Identify common technological problems when using devices.
2- Discuss problems others may face while using technology. 3- Suggest solutions to ICT problems.

Skills, values and issues covered in the lesson	Teaching Aids	Assistive technology for integration students if available	Teaching strategies	SCIENTIFIC CONTENT	Educational activities	Classroom Performance	Homework
Learn to Know: Creativity and Problem Solving Globalization Issues: Technological Awareness	Electronic board - Book - introductory video-		☐ Dialogue and ☐ problem solving discussion	If you are using a computer running Windows, here are some common problems you may encounter and possible solutions.	Design a billboard for the most common malfunctions you encounter while using software and devices and how to fix	Search and write about one of the suggested solutions to solve a problem you encountered while using your personal	Complete : You can solve the problem of the screen stopping displaying by clicking on ……

Problem	Possible Solutions
You cannot find a file 	• If you are looking for a file downloaded from the Internet, check the Downloads folder. • If you are looking for a picture, check the Pictures folder. • If you are looking for a Word file, check the Documents folder. • You can also use the Search box next to the Start button.
The screen has frozen	• Press and hold Ctrl + Alt + Delete together. • If this does not solve the problem, turn off the computer and restart it.
An application does not open	• Restart the computer and try opening the application again. • If it still does not open, make sure that the software is updated. • If the problem continues, uninstall and reinstall the application.
The mouse or keyboard does not work	• Make sure the mouse or keyboard cable is properly connected to the computer. • Restart the computer. • If the problem continues, the mouse or keyboard may be faulty and may need to be replaced.

Final Step If you cannot solve any of these problems, ask your teacher or someone for help Your family members

Weekly evaluation **Complete:** The command responsible for closing applications on a personal or mobile computer is……

Teacher's Signature ……

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Grade	Class	Date	Period	Term	Lesson	Lesson Title
Four				First	Six	Sources of Data Collection and Analysis

Introduction / How can digital tools help you collect and organize information?

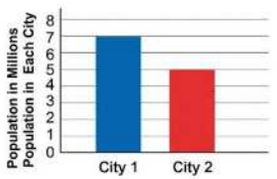
Lesson Video Link

Lesson Objectives /

1- **Identify** digital tools that can be used to organize information.

2- **Practice** data collection from safe digital sources.

3- **Suggest** safe digital sources that can be used.

Skills, values and issues covered in the lesson	Teaching Aids	Assistive technology for integration students if available	Teaching strategies	SCIENTIFIC CONTENT	Educational activities	Classroom Performance	Homework
Learn to be: Communication Learning to Get Along With Others: Sharing Scientific values: objectivity	Electronic board- Book- introductory video- presentation		☐ Dialogue and discussion ☐ Problem solving	**Scientists in different fields collect data. Where Does Data Come From?** **Data collection sources: Data can come from:** • Books - Surveys - Records - Experiments ➢ **Important Note** : Whatever the source of the data, it must be a reliable source. ➢ **Data analysis :** means reviewing results and interpreting their meaning. ➢ **Data Presentation: Data can be represented visually and presented using many programs, such as: Microsoft Excel — Spreadsheet Program** ➢ **Microsoft Excel :** is a program that helps you understand the data you have collected and present it in a clear and concise way.  **Example: Let's say you want to compare the population of two cities; you can use a bar graph to easily show the difference between them.**	Collect some data across websites on a topic	Using Excel, express some data in the form of a graph.	Complete: ……..is one of the reliable sources that can be referred to for

Weekly evaluation	Complete: The most common type of chart is _____.	Teacher's Signature……

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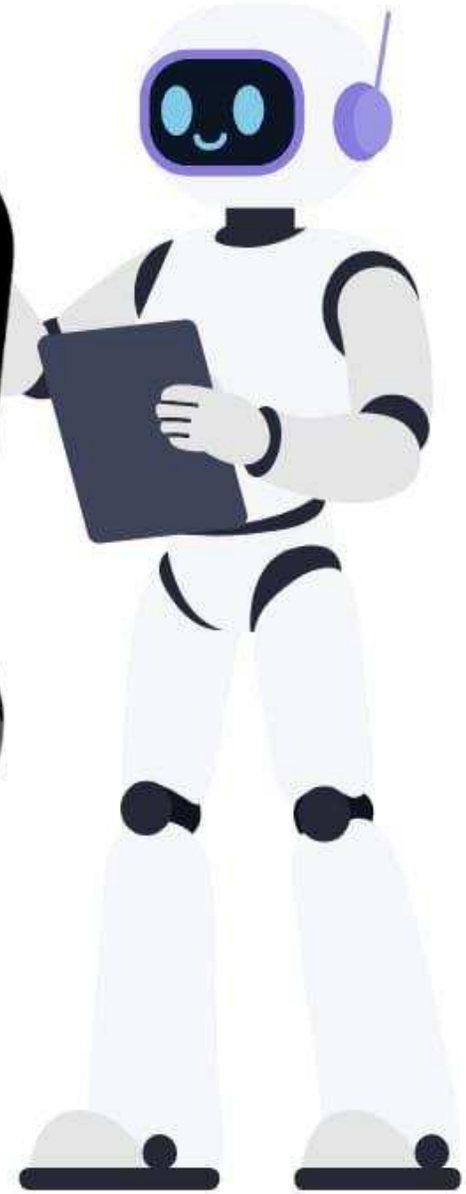
2

Unit Two



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Grade	Class	Date	Period	Term	Lesson	Lesson Title
Four				First	One	Protection from Internet Risks

Introduction / How can you communicate with your friends?

Lesson Video Link

Lesson Objectives /

1- **Describe** the risks and harmful effects associated with the Internet.

2-**Explain** the importance of protecting personal information and privacy. 3- **Discuss** ways to maintain safety while using the Internet.

Skills, values and issues covered in the lesson	Teaching Aids	Assistive technology for integration students if available	Teaching strategies	SCIENTIFIC CONTENT	Educational activities	Classroom Performance	Homework
Learn to Know: Critical Thinking **Learn to be:** Communication **Self-values:** Independence **Globalization Issues:** Awareness of Rights and	Electronic board – Book - introductory video presentation		☐ Dialogue and discussion ☐ Brainstorming ☐ cooperative learning	**Communication Through the Internet .There are many ways to communicate through the Internet. You can use:** • **Computers -Mobile phones -Tablets** • **People use different means of communication such as: instant text messages, email, or forums.** • **Risks :Some people communicate with others through the Internet and may try to steal your personal information, such as: (Your address -name - school name)** ➢ **How to Protect Yourself** • **Do not share** your personal information until you ask your teacher or a family member first. • **Use** the **Block** feature to prevent the person from viewing your information. ➢ **Risk: Spam Messages :are electronic messages that come from an unknown email address and may contain advertisements.** • **To Protect Yourself : Ignore spam messages because they may pose a risk to you.** ➢ **Risk: Clicking on Links: Some links may take you to unsafe websites.** • **To Protect Yourself: Do not click on any link before making sure that it is safe.** • **If you accidentally enter an unsafe website, leave the website immediately and tell your teacher or a family member to help you stay safe.** ➢ **Downloading Files** • **Check the website before downloading any files.** **Some files may contain viruses that can damage your device or may be used to track your information.**	**Prepare a presentation that includes elements about Internet risks**	**Design a poster with safe Internet tips.**	**A video file was sent to your social media account from someone you don't know. You**

Weekly evaluation | **Complete: Your friend sent you a friend request on a social networking site, you must .....** **Teacher's Signature……**

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Grade	Class	Date	Period	Term	Lesson	Lesson Title
Four				First	Two	proper and ethical use of information technology

Introduction / **How can you use information technology tools in a proper and ethical way?**

Lesson Video Link

Lesson Objectives / 1- **Recognize** the concept of the correct and ethical use of Information Technology.

2- **Use** Information and Communications Technology tools responsibly.

3- **Explain** the role of respecting laws and ethical rules in organizing digital content.

Skills, values and issues covered in the lesson	Teaching Aids	Assistive technology for integration students if available	Teaching strategies	SCIENTIFIC CONTENT	Educational activities	Classroom Performance	Homework
Learning to live with others: Respect for others **Learning to be:** Accountability **Values of coexistence:** Respect, tolerance, and acceptance of others	Electronic board – Book - introductory video-presentation		☐ Dialogue and discussion ☐ Peer Learning ☐ cooperative learning	**Ethics of Using Information Technology** ▪ **Think Before You Post: Make sure** to ask your friends for permission when you want to publish information about them on social networking websites or **tag** them in your posts. ▪ **Give Credit to Information Sources:** When you search for information to publish on the Internet or include in a **PowerPoint presentation**, it is important to document the source of the information you share. ▪ **Online Protection and Safety Laws:** There are many laws that criminalize irresponsible actions on the Internet. ▪ **Examples include:** 1- **Information Technology Crimes Law.** **2- Personal Data Protection Law.** **The positive and negative impacts of ICT tools:**	Prepare a presentation that includes one advantage and one disadvantage of using technology in our daily life.	Using Word, insert a table with two columns: In the first column, write one advantage of using technology, In the second column, write one disadvantage.	**Complete** One of the positive effects of Information and Communications Technology tools is _____.

Advantages	Disadvantages
1 – You can access the news with just one click of the mouse. 2 – You can download and save videos and pictures on your device. 3 – You can communicate with your friends and family members wherever they are in the world.	1 – You may come across disturbing content on the Internet. 2 – You might feel eye strain or headaches if you overuse electronic devices. 3 – Some people rely completely on Google for searching, even though it does not always provide correct answers.

Weekly Assessment	**Complete:** - One of the advantages of information and communication technology tools	**Teacher's Signature**.....

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Grade	Class	Date	Period	Term	Lesson	Lesso Title
Four				First	Three	Internet search processes

Introduction / How can you search for information on the Internet in a safe and smart way? **Lesson Video Link**

Lesson Objectives / 1- Explains how to use web browsers safely and correctly. 2-Discusses how to choose keywords for searching on the internet. 3- Prepare a daily plan for appropriate times to use technological programs and tools.

Skills, values and issues covered in the lesson	Teaching Aids	Assistive technology for integration students if available	Teaching strategies	SCIENTIFIC CONTENT	Educational activities	Classroom Performance	Homework
Learning to be: Communication – Self-control **Learning to know:** Thinking **Values of the self:** Independence **Globalization issues:** Technological awareness	**Electronic board – Book - introductory video-presentation**		☐ Dialogue and discussion ☐ Practical Training ☐ ☐ cooperative learning	**Safe Searching on the Internet:** ➢ **Use security features in the browser**: **Choose** a browser that alerts you when you enter an unsafe site that there is harm from downloading an application. **If you receive a warning message**, speak immediately with a family member or teacher to protect you and deal with the situation, and avoid dealing with this site again. ➢ **Search engines designed for children:** They are designed to **help display results** appropriate to the age, and they include: An application that allows parents to monitor their children, useful safety tips for children. ➢ **Video filters:** Help you choose suitable sites for you and avoid inappropriate videos ➢ **Regulating the time of using the Internet:** This helps achieve a healthy balance between entertainment and other aspects of life, and also helps to maintain self-control **Smart Searching:** 1. **Search by Image:** A simple search is usually performed by typing words. When searching for information about an image, you can use the image itself instead of words or use the Camera button to upload the image. **2. Using Symbols to Improve Search Results:** **The Plus Sign (+):** Use the + symbol before a word when you want that word to be included in the search results. **Quotation Marks (" ") :** Use quotation marks to search for a specific phrase. Put the phrase between quotation marks to obtain accurate results using the exact wording. **The Minus Sign (-) :** Use the - sign before a word when you want to exclude results related to that word.	**Insert a new slide in the presentation that includes a sentence about how to search on the Internet.**	**Using a word processor, write one sentence about an effective way to search on the Internet.**	**Complete : The symbol used during online searching before the words you don't want to appear in the results is: .....**

Weekly Assessment	Put ✓ or X :-	The Internet is not important for getting information. ( )	Teacher's Signature……

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Grade	Class	Date	Period	Term	Lesson	Lesson Title
Four				First	Four	Authorities Responsible for solving internet problem

Introduction / Who can help you when you face Internet risks?

Lesson Video Link

Lesson Objectives /

1. **Explain** the role of the Cybercrime Control Department.
2. **Identify** the people or authorities that can help solve problems related to Internet use. 3-**Explain** who can help when facing Internet risks.

Skills, values and issues covered in the lesson	Teaching Aids	Assistive technology for integration students if available	Teaching strategies	SCIENTIFIC CONTENT	Educational activities	Classroom Performance	Homework
Learning to know: Critical thinking **Scientific values:** Curiosity – Objectivity **Globalization issues:** Digital citizenship	Electronic board – Book - introductory video-presentation		☐ Critical thinking ☐ Dialogue and discussion ☐ ☐ cooperative learning	**Cyberbullying and how to avoid it** ← **Bullying:** It is when a person behaves badly toward another person, repeatedly. ➢ **How to Deal with Cyberbullying** • **Block** the person who is bullying you. • Go to the **Cybercrime Control Department** and submit a complaint. • **Tell your teacher** or a family member so they can help you. ➢ **Some Forms of Electronic Fraud** ▪ **Phishing**: Phishing occurs when fake messages are sent in an attempt to steal your personal information. ▪ **Identity Impersonation**: Identity impersonation occurs when someone pretends to be another person in order to convince the victim to transfer money or share sensitive information. ▪ **Identity Theft:** Identity theft means using your personal information for harmful purposes. **Internet Safety Guidelines: Make sure to protect your personal information follow these guidelines: -** **Do not** communicate with unknown people. - **Shut down** your computer after every use to protect your devices and data. - **Tell your family** immediately if you face any problem related to using the Internet or any other situation that makes you feel unsafe.	Sentences about cyberbullying and identity theft (paste into Word)	Write One sentence (effective way to search the Internet)	When someone you do not know sends you a warning message online, you should……

Weekly Assessment	Complete: -When someone impersonates you on a social networking website, this is called ____	Teacher's Signature……

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Grade	Class	Date	Period	Term	Lesson	Lesson Title
Four				First	Five	Digital Security

Introduction / **How can you keep your devices and information safe?**

Lesson Video Link

Lesson Objectives / 1- **Explain** ways to protect devices from potential Internet risks. 2- **Explain** the importance of reliable antivirus software. 3- **Describe** the importance of digital safety.

Skills, values and issues covered in the lesson	Teaching Aids	Assistive technology for integration students if available	Teaching strategies	SCIENTIFIC CONTENT	Educational activities	Classroom Performance	Homework
Learning to know: Critical thinking **Scientific values:** Objectivity **Globalization issues:** Digital citizenship	Electronic board – Book - introductory video-presentation		☐ Critical Thinking ☐ Dialogue and discussion ☐ ☐ cooperative learning	**Digital Security:** • **Make sure to have strong passwords for your online accounts and devices that are hard to guess.** • **Hacking: that someone gains access to a computer through the Internet without authorization.** **Characteristics of Strong Passwords :** • **Contain at least eight characters.** **- Include letters, numbers, and symbols.** • **Not contain personal information, such as: Name - Date of birth - Address** • **Not use the same password for all your accounts.** • **Using a password-management program .** **Password Management Software:** is a program that helps create passwords and store them securely **Antivirus programs: These are programs that detect viruses and malware. They can also repair files damaged by viruses.** **Viruses:** are harmful programs that enter a device and cause problems with the device or its files **Be careful when using the Internet by:** • **Using strong and different passwords for each account and device.** • **Installing antivirus programs on all your devices.** • **Using programs that give tips to help you create safe passwords.**	**Suggest strong passwords for your accounts or devices:**	**Write one way to protect your device, data, and personal accounts:**	**Complete : … are programs that detect viruses and malware, and also repair files damaged by viruses:**

Weekly Assessment	**Complete**.....work to destroy your personal device.	**Teacher's Signature**……

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Grade	Class	Date	Period	Term	Lesson	Lesson Title
Four				First	Six	Practical Project

Introduction / How can you prepare a digital report using one of the Microsoft Office programs?

Lesson Video Link

Lesson Objectives /

1- **Discuss** with their classmates the topics they would like to research.
2- **Choose** an appropriate tool for presenting information.
3- **Raise** awareness among their classmates about an important topic.

Skills, values and issues covered in the lesson	Teaching Aids	Assistive technology for integration students if available	Teaching strategies	SCIENTIFIC CONTENT	Educational activities	Classroom Performance	Homework
Learning to do: Cooperation **Values of coexistence:** Participation **Values of the self:** Independence **Globalization issues:** Technological awareness	Electronic board – Book - introductory video-presentation		☐ Brainstorming ☐ Dialogue and discussion ☐ cooperative learning	**SOME TOOLS USED TO PRESENT A DIGITAL REPORT** **1- PowerPoint:** • A program developed by Microsoft used to create presentations through slides. • You can add beautiful effects, texts, images, and even sound effects to your digital report. • **It helps you present your information in an engaging and enjoyable way.** **2- Video chat:** • Used to conduct instant conversations between people using devices connected to a computer, helping you present your information in an engaging way, such as using a camera. • **Many devices have built-in cameras, such as mobile devices.** **3- Posters:** • You can create a poster that includes the report you have prepared. • The poster should have suitable colors, drawings, images, and cut-outs, while maintaining the consistency of font sizes for main titles and subtitles and ensuring it is easy to read. **Remember: Always cite the sources of the information you obtained.**	**Conduct** a research on one of the following topics: • **Water conservation** • **National projects carried out by the Egyptian**	**Create a presentation consisting of one slide about one of the topics you studied in any subject this year**	**Complete : .....helps you present your information in an engaging and enjoyable way.**

Weekly Assessment	**Complete**..... are among the most reliable sources on the Internet.	**Teacher's Signature……**

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